



School Resource Officer

Job Title: School Resource Officer

Status: Nonexempt

Reports to: Director of School Safety

Terms: 207 Days

Department: SISD School Safety

Pay Grade: Auxiliary 8

Primary Purpose:

Provide law enforcement, law education, informal counseling, and security for staff and students.

Qualifications:

Education/Certification:

High School Diploma or GED
Clear and valid Texas driver's license
Current Texas Peace Officer License

Special Knowledge/Skills:

Ability to clearly and accurately record information
Ability to follow verbal and written instructions
Ability to work effectively with diverse group of students and adults
Ability to communicate effectively
Ability to provide effective intervention techniques for maintaining order and safety

Experience:

Former or current police officer with a current Texas Peace Officer License.

Major Responsibilities and Duties:

1. Enforce criminal law and protect the students, staff, and public at large against criminal activity.
2. Provide information concerning questions about law enforcement topics to students and staff.
3. Provide classroom instruction on a variety of topics including, but not limited to, narcotics, safety, public relations, occupational training, leadership, and life skills.
4. Attend school special events and extra-curricular events as needed or as requested by SISD.
5. Supporting, but not enforcing, student adherence to SISD's Student Code of Conduct. Infractions of school rules, policies, or any behavior deemed inappropriate by the SRO will be reported by the SRO to the appropriate school officials within a practical time frame.

Student Management and Security:

6. Patrol assigned campus. Monitor student behavior and campus activity. Provide assistance supporting the enforcement of the Student Code of Conduct.
7. Resolve conflict or confrontation between students and report disturbances to principal or assistant principal.
8. Control traffic and parking on campus grounds during school hours and at after-hours events.



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9. Register student vehicles and maintain accurate records of registration.
10. Work cooperatively with office personnel to inform students of problems with vehicles (i.e., improperly parked, lights on, etc.)
11. Assist local law enforcement personnel as needed.
12. Give directions or act as a guide to authorized visitors.
13. Provide security for school events as needed.
14. Follow district safety protocols and emergency procedures.

Supervisory Responsibilities:

None

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: two-way radio, camera system and other security equipment, fire extinguisher, and standard office equipment including computer and peripherals

Posture: Prolonged standing

Motion: Strenuous walking and climbing stairs; occasional keyboarding and use of mouse, moderate driving

Lifting: Moderate lifting and carrying

Environment: Work inside and outside (moderate exposure to sun, heat, cold, and inclement weather); moderate exposure to noise and vehicle exhaust.

Other: Specific hearing and visual requirements; may be subject to adverse and hazardous working conditions, including violent and armed confrontations; ability to control sudden violent or extreme physical acts of others and exhibit rapid mental and muscular coordination simultaneously

Mental Demands: Maintain emotional control under stress; prolonged hours; on call 24 hours a day

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Reviewed by _____

Date _____

Received by _____

Date _____

Revised: 8/24/2020